

Customer Notice

18 September 2002

In these lean budget years, state agencies are mindful of cost cutting measures. State Mail Services is no exception. In order to curtail the state's mail distribution costs, State Mail Services asks you to encourage your employees to not receive personal mail or packages at your place of business. Processing personal mail is particularly time-consuming during the holidays. Also, please keep in mind that it is a violation of state rules to use state resources for reasons that are not related to conducting official state business.

Thank you for your assistance and attention to this matter. If you have any questions, please contact State Mail Services at 323-4300.

